

**Public Works – Land Development
Private Development Construction Inspection (PDCI)**

Thresholds for Determining “Line and Grade” Punch List Items*

When a PDCI inspector is preparing a punchlist for an approved development project, the inspector has to decide at what stage the deficient item must be completed in relation to the record plan approval. The dividing line relates to if it is a “line and grade” issue that could affect the record plan approval. If it is a “line and grade” issue, those items shall be required to be completed prior to any record plan approval for the associated permit.

These thresholds are to be used by the inspector as a guide to help make those decisions. Initial “line and grade” issues will be determined by the project inspector. If permittee objects to the decision made, it may be elevated to the Senior Civil Engineer or the Public Works Manager. If further disagreements exist, it can be further elevated to higher DPW management staff. The enclosed list may not cover every situation, and DPW will use good reasoning when making a determination for those unlisted items.

The following are NOT considered “LINE AND GRADE” items:

1. Cleaning of debris from storm drain pipes, curbs and gutters, or other constructed items.
2. Submittal of certifications, testing results, or other paperwork items unrelated to work still requiring construction and excluding DPLU Landscape Architect approval of specialized Landscape plan work.
3. Replacement or repairing of cracked or damaged asphalt and concrete improvements built to the approved plans.